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REPORT

— OF —

COMMITTEE ON

GAS & ELECTRIC SCHEDULES

• SECOND PUBLIC SERVICE DISTRICT

NEW YORK STATE

N.Y. (state) Public service Commission
2d district Gas and electric
schedules Committee.

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UNIVERSITY OF ILLINOIS
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January 27, 1912

To the Public Service Commission,
Second District, State of New York.

Gentlemen:

1. In the following report we have included, for convenience as reference, extracts from the Public Service Commissions Law and a brief account of the hearing held by your honorable body on September 7, 1910.

EXTRACTS FROM PUBLIC SERVICE COMMISSIONS LAW

2. "Sec. 64. Application of article. This article shall apply to the manufacture and furnishing of gas for light, heat or power and the furnishing of natural gas for light, heat or power, and the generation, furnishing and transmission of electricity for light, heat or power.

Sec. 65. Safe and adequate service; just and reasonable charges; unjust discrimination; unreasonable preference. 1. Every gas corporation, every electrical corporation and every municipality shall furnish and provide such service, instrumentalities and facilities as shall be safe and adequate and in all respects just and reasonable. All charges made or demanded by any such gas corporation, electrical corporation or municipality for gas, electricity or any service rendered or to be rendered, shall be just and reasonable and not more than allowed by law or by order of the commission having jurisdiction. Every unjust or unreasonable charge made or demanded for gas, electricity or any such service, or in connection therewith, or in excess of that allowed by law or by the order of the commission is prohibited.

2. No gas corporation, electrical corporation or municipality shall directly or indirectly, by any special rate, rebate, drawback or other device or method, charge, demand, collect or receive from any person or corporation a greater or less compensation for gas or electricity or for any service rendered or to be rendered or in connection therewith, except as authorized in this chapter, than it charges, demands, collects or receives from any other person or corporation for doing a like and contemporaneous service with respect thereto under the same or substantially similar circumstances or conditions.

3. No gas corporation, electrical corporation or municipality shall make or grant any undue or unreasonable preference or advantage to any person, corporation or locality, or to any particular description of service in any respect, whatsoever, or subject any particular person, corporation or locality or any particular description of service to any undue or unreasonable prejudice or disadvantage in any respect whatsoever.

Sec. 66. General powers of commissions in respect to gas and electricity. Each commission shall within its jurisdiction: * * *

12. Have power to require every gas corporation, electrical corporation and municipality to file with the commission and to print and keep open to public inspection schedules showing all rates and charges made, established or enforced or to be charged or enforced, all forms of contract or agreement and all rules and regulations relating to rates, charges or service used or to

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be used, and all general privileges and facilities granted or allowed by such gas corporation, electrical corporation or municipality; but this subdivision shall not apply to state, municipal or federal contracts. Unless the commission otherwise orders, no change shall be made in any rate or charge, or in any form of contract or agreement or any rule or regulation relating to any rate, charge or service, or in any general privilege or facility, which shall have been filed and published by a gas corporation, an electrical corporation or municipality in compliance with an order of the commission, except after thirty days' notice to the commission and publication for thirty days as required by order of the commission, which shall plainly state the changes proposed to be made in the schedule then in force and the time when the change will go into effect. The commission, for good cause shown may allow changes without requiring the thirty days' notice under such conditions as it may prescribe. No corporation or municipality shall charge, demand, collect or receive a greater or less or different compensation for any service rendered or to be rendered than the rates and charges applicable to such services as specified in its schedule filed and in effect at the time; nor shall any corporation or municipality refund or remit in any manner or by any device any portion of the rates or charges so specified, nor to extend to any person or corporation any form of contract or agreement, or any rule or regulation, or any privilege or facility, except such as are regularly and uniformly extended to all persons and corporations under like circumstances. The commission shall have power to prescribe the form of every such schedule, and from time to time prescribe by order such changes in the form thereof as may be deemed wise. The commission shall also have power to establish such rules and regulations to carry into effect the provisions of this subdivision as it may deem necessary, and to modify or amend such rules or regulations from time to time."

3. The obvious purposes of these sections are:

a. To permit proper and reasonable discrimination by gas and electrical corporations and municipalities in the making of rates justified by special conditions and circumstances unusual so far as the general service is concerned; and to prevent such discrimination in rates or otherwise as shall be unjust to any one or all consumers or the public served.

b. To enable the Commission, in its discretion, to require the filing and publishing of schedules of rates.

c. To enable the Commission to prescribe the form of every schedule and, from time to time, such changes therein as it may deem wise, and

d. To enable the Commission to establish such rules and regulations as it may deem necessary in this matter and to modify or amend the same from time to time.

HEARING OF SEPTEMBER 7, 1910

4. At the session of the Public Service Commission, Second District, State of New York, held at the Capitol, Albany, N. Y., on July 7, 1910, the following resolution was adopted:

"RESOLVED, That a hearing be and the same is hereby appointed to be held at the Albany office of the Commission, the Capitol, on the 7th day of September, 1910, at 2 o'clock in the

afternoon, in the matter of entering a proposed order (1) requiring every gas corporation, electrical corporation and municipality to file with the Commission and print and keep open to public inspection, schedules showing all rates and charges made, established or enforced, or to be charged or enforced, all forms of contract or agreement and all rules and regulations relating to rates, charges or service used or to be used, and all general privileges and facilities granted or allowed by said gas corporation, electrical corporation or municipality; and (2) prescribing the form of every such schedule; and in the further matter of establishing rules and regulations to carry into effect the provisions of paragraph 12, section 66, of the Public Service Commissions Law.

5. A copy of this resolution was sent to all gas and electrical corporations and municipalities, with an invitation to send a representative to the hearing. They were also requested to submit to the Commission in advance of the hearing a statement of their rates and charges then in force, on blanks prepared by the Commission.

6. At the hearing the Chairman in his opening address stated that the Commission intended, as soon as details could be perfected, to require the filing of such schedules of rates and charges as it is empowered to do by the statute, and that the purpose of the hearing was to consult with the corporations and municipalities of the state as to how the matter could be handled so as to accomplish, in the most satisfactory manner to everybody concerned, the results which the legislature very clearly had in mind should be accomplished.

7. After a general discussion of the matter it was agreed that the entire subject be referred to a committee for consideration and report.

As members of this committee the Chairman appointed:

H. H. Crowell,
W. E. Griggs,
C. F. Hunter,

to represent the Commission, and, at the suggestion of the corporations and municipalities represented, appointed.

J. C. DeLong,
T. R. Beal,
J. T. Cowling,
J. T. Hutchings,
M. W. Offutt,
F. B. H. Paine,
A. C. Smith,

to represent them.

ORGANIZATION OF COMMITTEE

8. Immediately following the conference the appointees met for organization, electing Mr. J. C. DeLong, Chairman, and selecting Mr. C. H. B. Chapin as Secretary. It was also decided that the committee should be known as the "Committee on Gas and Electric Schedules, Second Public Service District, State of New York." The secretary was directed to send a circular letter to each gas corporation, electrical corporation and municipality, operating within the jurisdiction of the Public Service Commission of the Second District, of which the following is a copy:

"September 12, 1910.

"Gentlemen:

"On September 7, 1910, a conference was held between the Public Service Commission of the Second District and the Gas and Electric Companies operating within the Second District, in the matter of Gas and Electric Schedules.

"As a result of the conference a Committee on Gas and Electric Schedules, representing the companies operating within the Second District and the Public Service Commission of the Second District, was appointed. The names of the members of this committee appear on the letterhead.

"In the course of its deliberations, the committee will probably meet in different parts of the state for the purpose of consulting with the companies in various sections in order to become acquainted with the particular conditions under which they are operating. The committee may find it necessary to ask the companies for certain information from time to time. It is hoped that in all matters which may arise, the companies will feel entirely free to discuss all of their conditions with the committee stating their views as to the preparation and filing of schedules of rates, as it is only through a frank discussion of the matter that results can be reached which will be absolutely fair to all.

"Very truly yours,

"COMMITTEE ON GAS AND ELECTRIC SCHEDULES,

"Charles H. B. Chapin, Secretary."

OUTLINE OF WORK

9. In making such a complete investigation of the subject as it deemed essential, the committee found it necessary:

a. To analyze the circumstances and conditions in respect to the furnishing of gas and electricity, the service rendered in connection therewith and the use thereof.

b. To study the existing methods of charge and define the appropriate meaning of terms commonly used in connection with them.

c. To classify the purchasers of gas and electricity according to the provisions of the statute and according to conditions of service and use.

d. To consider the subject of the filing with the Commission and the publishing of schedules of rates by gas and electrical corporations and municipalities with a view to determining the practicability of such filing and publishing.

e. To devise forms and to recommend methods for their construction and use, if the filing and publishing of schedules of rates by gas and electrical corporations and municipalities appeared to be practicable and advisable.

These several phases of the question are taken up in this report in the sequence given.

SERVICE AND SERVICE CONDITIONS

10. Among the numerous definitions given in the Standard Dictionary for the word "service" we find the following: "The supply of some general and recurrent demand."

11. Manufacturers ordinarily produce and sell one or more articles or commodities. They may or may not produce enough of such articles to supply the demand. This is entirely optional with them. They may produce all of their supply during one period of the year and close down during the balance of the year. They may operate their plants in such manner as they see fit. They do not render or sell a "service."

12. On the other hand, railroad and street railroad corporations furnish one thing—transportation. They are required by law, charter or franchise to supply this one thing in such manner and to such an extent as will meet the general demand for it. They must operate not in the manner most convenient to them, but in respect to the general demand. They therefore render or sell a service, but they do not produce or sell any article or commodity.

13. Public service corporations and municipalities operating gas and electric plants produce and sell the commodities gas and electricity, but they are permitted to do so only under the condition that an adequate supply shall be available at all times to meet the demands of the public. They therefore also render a service, but in connection with the gas and electric business the word "service" is commonly used to include both the commodity and the availability of the supply.

14. It is at once evident that a fundamental difference exists between the gas and electric business and the manufacturing business, and also between the gas and electric business and the railroad business, and therefore no just comparison can be made between the methods for charging for gas or electric service and the article produced by a manufacturer or the service rendered by a railroad.

15. As already stated, the word "service" in the gas and electric business consists of two distinct elements, namely, the commodity gas or electricity and the plant capacity which may be drawn on at any or all specified times.

16. The extent of the service furnished any consumer consists therefore in the quantity of gas and electricity consumed, plus the amount of plant capacity maintained on his account and subject to his demand. These are the two fundamental factors, which, considered either singly or in combination, constitute the basis of all methods of charge. For the sake of brevity they are hereafter referred to as Quantity and Demand.

17. Gas and electric service may be sold under different conditions, depending on whether the consumer is free to call for the demand element at any and all times, whether at certain specified times or at such times not specified in advance, as may be convenient to the furnisher. These conditions create six fundamentally different kinds of service, as follows:

| | |
|------------------------|--|
| Continuous Service | Service available at any and all times. |
| Limited Period Service | Service available only at certain specified hours of the day or seasons of the year. |

| | |
|-------------------|---|
| Optional Service | Service to be rendered or discontinued for periods at call of either producer or consumer. |
| Resale Service | Gas or electricity generated, transmitted or furnished by one corporation or municipality for distribution and resale by another corporation or municipality. |
| Auxiliary Service | Service to be rendered for limited or unlimited periods as auxiliary to consumer's plant. |
| Emergency Service | Service to be rendered only in case of breakdown of consumer's plant. |

18. Although the circumstances and conditions surrounding the furnishing of gas or electric service vary to some extent in the case of each individual purchaser, there are certain characteristics which are more or less constant for all installations in which the uses of the service are the same or very similar. For example: Service for lighting is commonly required during the hours of darkness, and the demand is largely influenced as to time by the season of the year or the state of the weather. Conversely, service for power is chiefly required during daylight hours, and the demand continues fairly constant throughout the year and is not influenced by the state of the weather.

19. Such facts must be taken into consideration in formulating rates, and it is quite common practice to establish rates for lighting service and different rates for power service. In many instances the division is carried further and sub-classes are created, as for example, residence lighting and commercial lighting, and so on.

20. In a description of the various classes of service to which different rates apply, it is necessary that the kind of service should be stated and that the circumstances and conditions surrounding the furnishing or use of the service should be clearly indicated. The various kinds of service are given in paragraph 17. The circumstances and conditions surrounding the furnishing or use of the service may be indicated by the use of such terms as "lighting," "power," "residence lighting," "commercial lighting," and so on, or by the use of such technical terms as "on peak," "off peak," "load factor," "power factor," etc.

METHODS OF CHARGE

21. There are many different methods in use for charging for electric service while there are comparatively few for charging for gas service. To obtain uniformity of expression and to explain briefly these different methods of charge, the committee has adopted the definitions given in Appendix A. We recommend that they be approved by you and given as wide publicity as possible, for while these terms are, at the present time, all in common use their exact meaning varies in different localities, and we believe that with the endorsement of the Commission the meaning which we have given to these terms will become standard.

CLASSIFICATION OF PURCHASERS

22. Purchasers of gas and electric service may be divided into four classes, according to the provisions of the statute and according to the conditions of service and use:

A. Municipalities, the state and the federal government.

B. Persons or corporations who require service under circumstances and conditions which are the same or substantially similar to those under which service is generally furnished. This class may be divided into sub-classes.

C. Persons or corporations who require service for new uses and under circumstances and conditions which are unknown and cannot be defined or determined until after a trial period.

D. Street or other railroad corporations taking service primarily for the propulsion, lighting and heating of cars, and gas or electric corporations taking service primarily for resale.

FILING AND PUBLISHING OF SCHEDULES

23. The advisability of a requirement that schedules of rates be filed and published and the practicability of such filing and publishing, are discussed separately for each of the above classes

CLASS A

24. According to the provisions of the statute, gas and electrical corporations and municipalities may not be required to file with the Commission or publish in their schedules rates applying to gas or electricity furnished, or service rendered in connection therewith, to purchasers of Class A. We have, therefore, omitted this class from further consideration.

CLASS B

25. It appears to us to be practicable for corporations and municipalities furnishing gas or electricity to prepare schedules uniform in construction and arrangement of matter contained, showing their service classifications so far as may be practicable, and the rates, rules and regulations applying to each such classification.

26. Corporations and municipalities furnishing gas or electric service are, to a greater or less extent, continually in competition with substitutes for such service. There will, however, be consumers of this class, particularly in cases of large and unusual installations, where, in order to fit the business, new service classifications must be provided, the need for which does not appear until the service is required.

27. Generally in such instances, the corporation or municipality furnishing gas or electric service is in active competition with the manufacturers of boilers, engines and other apparatus for use in an isolated plant. These competitors are prepared to close promptly a contract for sale of their goods,

and if the gas and electrical corporations and municipalities are to have a reasonable chance to secure this business, they must, in this respect, be prepared to act with equal promptness.

28. There will also be instances where service will be required immediately and under exceptional and urgent conditions caused by accidents, sickness, emergencies of various kinds, or general calamity.

29. We believe it desirable that corporations and municipalities furnishing gas or electric service be afforded every reasonable opportunity to secure such business, as it tends to improve their condition and may, therefore, become a benefit to all purchasers and to the community served.

CLASS C

30. The business done with purchasers of Class C is of an experimental nature. New methods and conditions of use of gas and electric service frequently arise, and in many cases must be tried out before a service classification can be established. The practical way of doing this is by means of an experimental installation. The service classifications applying to such experimental installations cannot well be foreseen and provided for in advance.

31. We believe that no injustice results to any consumer by corporations or municipalities taking on business of the character outlined in paragraphs 26 to 30 inclusive, and at service classifications based on considerations differing from any service classifications they may have in force. Therefore, we recommend that the requirements for filing and publishing of schedules should be flexible enough to allow new service classifications to be established on short-time notice under some general regulation to be provided by the Commission, broad enough to cover the needs of the business.

32. We recommend, for business taken on with consumers of Class C, that in the first instance a copy of contract be filed with the Commission, but not published, but that the corporation or municipality making such contract, on or before the expiration of one year from the date of commencement of supply, shall either establish in its schedule, a classification applicable to such contract, or give notice that the contract will be terminated at its date of expiration and the particular contract in question shall be considered the same as an unexpired contract and treated as recommended in subsections d and e, paragraph 36.

33. For the publication of the service classifications, rates, rules and regulations which apply generally throughout the territory served by a corporation or municipality, we have formulated the Schedules of Rates as shown in Appendix B. We believe it practicable that all changes, other than those for the establishment of new service classifications, should become effective only after thirty days' notice to the Commission and the public, or upon shorter notice under special permission from the Commission. We recommend that the Commission provide a general regulation which will permit the establishment of new service classifications, rates, rules and regulations applying thereto upon one day's notice to the Commission and the public.

CLASS D

34. We deem it appropriate and desirable that copies of all contracts made by gas or electrical corporations or municipalities with purchasers of Class D be filed with the Commission for its information.

35. We can see no necessity, however, for including in schedules the service classification, rules, regulations and rates applying to purchasers of Class D. It is improbable that this class of service can be justly compared with other classes of service by reason of its magnitude, load factor and other operating conditions, and to publish these rates might be misleading and unjust to the purchasing corporation and would serve no useful purpose.

GENERAL CONCLUSIONS REGARDING FILING AND PUBLISHING OF SCHEDULES

36. In case a final order is entered in this matter we recommend:

a. That, as recommended herein, the Schedules of Rates shall include all service classifications, rules, regulations and rates which apply generally throughout the territory to the furnishing of gas and electricity and the service rendered in connection therewith.

b. That no change in the Schedules of Rates may become effective until after same shall have been filed with the Commission and kept open for public inspection for a period of thirty days, except in cases where change is permitted by a regulation of the Commission or upon special permission obtained from the Commission to make effective upon less notice.

c. That gas and electrical corporations and municipalities be required to file with the Commission certified copies of their contracts with (1) street and other railroad corporations for electrical energy for use primarily for the propulsion, lighting and heating of cars, and (2) with other gas and electrical corporations for gas or electrical energy for use primarily for resale, but that they be not required to publish the rates applying to such business or include them in their schedules.

d. That where unexpired contracts, with purchasers of any class, at special rates, exist, the rates applying in such cases need not be included in the schedules, but that a list of such contracts be filed with the Commission, giving the date of execution and the unexpired period which each has still to run.

e. That at the expiration of any such contract it shall be terminated, or, if renewed, shall be considered as new business, and the service classifications, rates, rules and regulations applying to such business shall be included in the schedule of rates.

FORM AND CONSTRUCTION OF SCHEDULES

37. The form which we recommend for filing and publishing a schedule of rates and an outline of the manner in which it is to be constructed will be found in Appendix B. In formulating this schedule three primary conditions have been considered:

a. That schedules will show in uniform order of arrangement all information in regard to service classifications, rates and rules and regulations applying thereto as actual or prospective consumers may need in order to determine for themselves the service best adapted to their conditions and the rate obtaining therefor.

b. That schedules shall give to the Public Service Commission full information regarding the service rendered and the rates applying thereto.

c. That the form for schedule be such as to cover all classes of business available alike for a single service or a great variety of service, and that its preparation shall not impose any unreasonable financial burden upon any reporting corporation.

It is believed that the form recommended will be found to fulfill these conditions.

38. For such schedules we submit the following recommendations:

a. That the schedule be of loose-leaf form, thereby enabling additions to, eliminations from, or other changes to be made from time to time in a simple manner and at a minimum cost.

b. That the size of sheets be 8" by 11", thereby conforming in size to other similar schedules required by the Commission to be filed with it.

c. That the loose sheets of which schedules are to be composed be supplied to the corporations and municipalities by the Commission, so prepared that the information required may be given by filling in by typewriting in the blank spaces, thereby insuring uniformity in statement of matter contained and lessening the cost to the reporting corporation or municipality.

d. That full and explicit instructions be prepared and distributed by the Commission prescribing the proper method for filling out the schedule and filing the same with the Commission, and of posting for public inspection. Our recommendations in detail for such instructions are given in Appendix C.

e. That the filing of schedules with the Commission be not considered as preventing any corporation or municipality from publishing all or any part of such schedules in pamphlet or other form for advertising purposes. Schedules of size suitable for filing are not suitable for general distribution, and we believe that the corporations and municipalities desiring to do so should be permitted to publish their rates for advertising purposes in such form as they may find most convenient. This privilege should be clearly explained so that there may be no misunderstanding regarding it.

GENERAL CONCLUSIONS

39. For gas and electrical corporations and municipalities to publish rates in a schedule uniform in size, construction and arrangement of matter contained is practically without precedent, but we believe that such publication is practicable to the extent as recommended herein, and, moreover, that they should be filed with the Commission and posted for public inspection. However, to do this under the statutory requirement which prohibits change being made in schedules upon less than thirty days' notice, except upon a regulation or special permission of the Commission, may have an effect upon business which cannot be foretold, and it is somewhat problematical how such requirement would work out when practically applied. Furthermore, it may be found in practice that some of our other recommenda-

tions, if adopted by the Commission, should be changed in some respects in their application in order to meet conditions which may develop after schedules of rates as herein recommended are published and filed.

40. We do not, therefore, feel prepared to recommend to the Commission the advisability of entering a final order at this time, requiring gas and electrical corporations and municipalities to file and publish rates in schedule form. We do recommend, however, that a supply of blank forms for such schedules, as devised by this committee, be prepared by the Commission, and that a sufficient number be furnished to each reporting corporation or municipality, with a request to fill them out according to the instructions suggested in Appendix C, and return them on or before a certain fixed time, and that thereafter all changes which may be made in due course of business be reported to the Commission in the form and as required in the instructions, but without regard to the statutory requirement of notice, or to the obtaining of special permission from the Commission, and that this course be followed for at least a period of one year.

Respectfully submitted,

COMMITTEE ON GAS AND ELECTRIC SCHEDULES.

APPENDIX A

Definitions of Various Methods of Charge for Gas and Electric Service

1. FLAT RATE

The term Flat Rate is applicable to any method of charge for gas or electric service which is based on the consumer's installation of energy-consuming devices or on a fixed sum per consumer. Meters are not used.

2. DEMAND RATE

The term Demand Rate is applicable to any method of charge for gas or electric service which is based on the maximum demand during a given period of time. The demand is expressed in such units as kilowatt or horse power or rate of flow of gas. Maximum-demand indicators or graphic meters are used.

3. METER RATE

The term Meter Rate is applicable to any method of charge for gas or electric service which is based on the amount used. This amount is expressed in such units as kilowatt hours of electricity or cubic feet of gas. Integrating meters or graphic meters are used.

4. CONSUMER'S OUTPUT RATE

The term Consumer's Output Rate is applicable to any method of charge for gas or electric service based on the consumer's output. The unit of the consumer's output may, for example, be a gallon of water pumped, a barrel of flour or a ton of ice made, etc.

5. TWO-CHARGE RATE .

The term Two-Charge Rate is applicable to any method of charge for gas or electric service in which the price per unit of metered gas or electric energy for each bill period is based upon both the actual or assumed quantity of gas or electric energy consumed and the actual or assumed capacity or demand of the installation.

6. THREE-CHARGE RATE

The term Three-Charge Rate is applicable to any method of charge for gas or electric service in which the charge made to the consumer for each bill period consists of (a) a sum based on the quantity of gas or electric energy consumed, (b) a sum based upon the actual or assumed capacity or demand of the installation, (c) a charge per consumer.

7. STRAIGHT LINE

The term Straight Line as used in connection with and as applied to any method of charge indicates that the price charged per unit is constant; i. e., does not vary on account of any increased or decreased number of units. The total sum to be charged is obtained by multiplying the total number of units by the price per unit.

8. BLOCK

The term Block as used in connection with and as applied to any method of charge indicates that a certain specified price per unit charged for all or any part of a block of such units and reduced prices per unit are charged for all or any part of succeeding blocks of the same or a different number of such units, each such reduced price per unit applying only to a particular block or portion thereof. The total sum to be charged is obtained by multiplying the number of units in the first block by the price per unit for that block and adding thereto the number of units in the second block times the price per unit for that block and so on until the sum of the units falling with the different blocks equals the number of units to be charged for.

9. STEP

The term Step, as used in connection with and as applied to any method of charge, indicates that a certain specified price per unit is charged for all or any part of a specified number of units, with reductions in the price per unit based upon increases in the number of units according to a given schedule. The total sum to be charged is obtained by multiplying the total number of units by the price applying for this number of units or by the primary price and deducting the discount applying for this number of units.

APPENDIX B

Recommendations Relative to Form and Construction of Schedules

Schedules are to be made up of loose-leaf sheets of size 8" by 11" sufficient in number to cover matter to be contained, and when complete, so fastened together that any sheet may be removed therefrom and a new sheet substituted therefor, or additional sheets added thereto.

A complete form for a schedule consists of:

One sheet on which to show matter required to be shown on title page.

One or more sheets on which to give:

a. Table of contents of the tariff.

b. Description of the territory to which the schedule applies.

One or more sheets on which to show classification of service.

One or more sheets for each rate table.

One or more sheets on which to give the rules and regulations.

One or more sheets on which to give definitions of terms and to explain reference marks used in the schedule.

TITLE PAGE

The title page shall show in addition to such other information as the Commission may require:

a. Number of schedule with the prefix P. S. C.—2 N. Y.— for example, the first schedule would be numbered P. S. C.—2 N. Y.—No. 1.

b. The name of the corporation or municipality issuing the schedule.

c. Whether the schedule is for gas or electric service, or both.

d. The territory or territories supplied. This description should be in sufficient detail to clearly identify the territory or territories. The name of each place should be prefixed by proper descriptive title, for example: "City of ———"; "Town of ———"; "Village of ———"; etc. The word "territory" is intended to cover only the particular territory to which the schedule applies, and not the entire territory which may be served by the issuing corporation or municipality. In cases where the space provided on the title page is insufficient to show in detail this requirement, then a brief description should appear on the title page with reference to the sheet or sheets in the body of the schedule where such information in detail will be shown.

- e. The day, month and year on which the schedule is issued.
- f. The day, month and year on which the schedule is to take effect.
- g. The name and official title and address of the officer by whom the schedule is issued.

TABLE OF CONTENTS

The table of contents should give:

A full and complete statement in alphabetical order of the location where information under general headings by subjects will be found, specifying sheet number or numbers, for example:

| | |
|--------------------------------|---------|
| Classification of Service..... | Sheet — |
| Rules and Regulations..... | Sheet — |

DESCRIPTION OF TERRITORY

(For use when not shown on title page.)

CLASSIFICATION OF SERVICE

On the classification of service sheets give under appropriate subheadings, "Lighting," "Power," "Heating," "Fuel," etc., the various kinds of use for which the corporation or municipality furnishes gas or electricity and service in connection therewith; opposite each such classification show, in the column provided, the number of the rate table applying to each such kind of use, also the number of the sheet on which such rate is to be found.

We consider it would be desirable to have a classification applicable for general use throughout this state to the furnishing of gas and electricity for different uses; such classification to provide a class rating for each such purpose of use as is universally recognized as being of sufficient importance to warrant the application of a specific base rate or a particular method of charge on account of the circumstances and conditions of quantity or supply, surrounding the rendering of service necessary to furnish gas or electricity therefor.

We find it impracticable at this time to offer any recommendation, but it is believed that when rates and charges of the corporations and municipalities are reported in schedules uniform in construction and arrangement, that the practicability of compiling such a publication should be considered.

Numerous corporations or municipalities now provide specific rates or particular methods of charge for gas or electricity furnished and service rendered in connection therewith for the following purposes of use:

LIGHTING

- Residence
 - Street posts
 - Porches
 - Toilets
 - Apartment houses
 - Summer cottages
 - Private barns
 - Garages

Commercial Lighting

- Stores
- Stores open 6 nights a week until 10 p. m.
- Hotels
- Theatres
- Hospitals
- Churches
- Picnic parks
- Factories
- Offices
- Political banners
- Billboards
- Signs
- Outline lighting
- Window lighting
- Moving-picture lighting

Other Classifications Under Lighting

- Permanent installation
- Temporary installation
- Temporary installation for summer only
- Different communities
- Rural districts
- Summer resorts
- Incandescent
- Multiple arc lighting
- Series arc lighting
- Tungsten lighting for show windows
- Tantalum

Also classifications based on whether
customer owns meter
customer owns installation,
and still others based on
Business of the consumer.

POWER

Primary service

- High-tension service
- Low-tension service

- Permanent installation
- Temporary installation

- On-peak service
- Off-peak service
- Ten-hour service
- Twenty-four-hour service
- Daylight service
- Day service
- Season service

- Different communities

Ownership of meters

Maximum load

Size of installation

Use of service

Storage battery

Automobile

Tunnel construction

Elevators

Coffee mills

Meat grinders

Fan motors

Heating

Cooking

It is important that corporations and municipalities should carefully classify the different purposes of use which their business has developed and to each such classification apply a base rate—sometimes one rate will apply to all classifications, or one rate to several classifications, and other rates to other classifications, and not necessarily a different rate for each classification.

RATE TABLE

On the rate table sheets show a number or letter for each table, and throughout the schedule whenever such table is referred to, reference to it shall be made by its number or letter. Each rate table shall contain in the order of arrangement given, the following:

a. Guarantee.—The amount of the guarantee, if any is required, and on what it is based. Under this heading shall be stated the amount of the minimum charge, if any is required. Example: "Guarantee of — K.w.h. per month," or "Guarantee of — per month per K.w. connected," or "Minimum monthly charge of — per month."

b. Rate.—The base or unit rate or rates or series of unit rates used in compiling the total charge to customer. When a system of discounts from a base rate is used instead of a series of unit rates, such discounts must here be shown. Such discounts should not, however, be confused with maintenance and prompt-payment discounts.

c. Maintenance Discounts.—If any discounts or reductions in unit rates are allowed in consideration of the consumer paying for lamp renewals or other maintenance charges, such discounts or reductions must be given under this heading with a clear explanation of the conditions under which such discounts are allowed.

d. Prompt-Payment Discounts or Delayed-Payment Penalties.—If alterations in the price charged are made in consideration of the time within which bills are paid, such alterations should be given under this heading.

e. Character of Service.—Under this heading should be stated whether the service is continuous (24-hour service), whether service until midnight, etc.; whether the period of service is limited, such

limit constituting the basis of the rate; whether it is A. C. or D. C., voltage, phase, frequency, etc.; whether it is optional service, auxiliary service, breakdown service.

f. Measurement.—Under this heading should be stated whether either the current or the demand, or both, are metered, and, if so, how. If either the current or the demand, or both, are not metered, state how the service charged for is determined and on what basis.

g. Rules and Regulations.—Refer by number or letter to each of such rules and regulations as apply to the individual rate table.

RULES AND REGULATIONS

On the Rules and Regulations sheets give all the rules and regulations which in any way affect the furnishing of, in the first instance, and the continuance or discontinuance thereafter, of the service, each under a separate number or letter, so that any such rule or regulation may be readily identified and referred to by its number or letter.

DEFINITIONS OF TERMS AND EXPLANATIONS OF REFERENCE MARKS

On the sheets where information under this caption is to be shown shall be given an explanation of all technical terms used in the schedule. For example; explain the meaning of Watt, Kilowatt, Kilowatt Hour, Horse Power, etc. If symbols or abbreviations are used, explain their meaning. For example: K.w.h. = Kilowatt hour; Amp. = Ampere.

When ratings are used, based on capacity of installation or a percentage thereof, a table of equivalents for estimating such ratings must be given. For example: One 16 C. P. Carbon Filament Lamp equals about 50 Watts. If such terms as Maximum Demand, Load Factor, Rated Capacity, Peak, etc., are used in the schedule, such terms should be explained under this caption.

All definitions of terms and explanations of symbols, abbreviations or reference marks should be arranged in logical sequence and in such manner that they may be readily understood.

The following illustrates how each sheet composing schedules of the form recommended is to be prepared before being mailed to the corporations and municipalities for filling in for filing.

No supplement to this tariff will
be issued except for the purpose
of cancelling the tariff.

(NAME OF CORPORATION OR MUNICIPALITY)

SCHEDULE OF RATES

FOR

(GAS OR ELECTRICITY OR BOTH AS CASE MAY BE)

Applying to the following territory—

Issued _____
(MONTH DAY YEAR)

Effective _____
(MONTH DAY YEAR)

By _____
(NAME OF OFFICER) (TITLE)

(ADDRESS OF OFFICER)

TABLE OF CONTENTS

DESCRIPTION OF TERRITORY

Date of issue _____
(MONTH DAY YEAR)

Date effective _____
MONTH DAY YEAR

Issued by _____
(NAME OF OFFICER, TITLE, ADDRESS)

CLASSIFICATION OF SERVICE (or customer's use)

| KIND OF SERVICE (or use) | NUMBER | |
|--------------------------|------------|------|
| | RATE TABLE | PAGE |
| LIGHT | | |

Date of issue _____
(MONTH DAY YEAR)Date effective _____
MONTH DAY YEARIssued by _____
(NAME OF OFFICER, TITLE, ADDRESS)

CLASSIFICATION OF SERVICE (or customer's use)

| KIND OF SERVICE (or use) | NUMBER | |
|--------------------------|------------|------|
| | RATE TABLE | PAGE |
| HEAT (OR FUEL) | | |

Date of issue _____
(MONTH DAY YEAR)Date effective _____
MONTH DAY YEARIssued by _____
(NAME OF OFFICER, TITLE, ADDRESS)

CLASSIFICATION OF SERVICE (or customer's use)

| KIND OF SERVICE (or use) | NUMBER | |
|--------------------------|------------|------|
| | RATE TABLE | PAGE |
| POWER | | |

Date of issue _____
(MONTH DAY YEAR)Date effective _____
MONTH DAY YEARIssued by _____
(NAME OF OFFICER, TITLE, ADDRESS)

RATE TABLE NO. —

1. Guarantee. (The amount of guarantee, if any is required, and on what it is based.) (Under this heading to be stated the amount of the minimum charge, if any is required.)
2. The rate in cents for a unit of charge.
3. Discounts, if any are allowed, and how computed.
4. Allowances for prompt payment or penalty for delayed payment of bills.
5. Character of service: whether 24-hour or limited until midnight, etc.; whether alternating current or direct current voltage, phase, frequency, etc. Service limited to certain hours of day, on-peak, off-peak, optional service, auxiliary service, break-down service.
6. Measurements; whether current is estimated or metered, and if so, how.
7. Rules and regulations; reference to be given by rule number to such rules and regulations as apply to this rate table.

Date of issue _____
(MONTH DAY YEAR)Date effective _____
MONTH DAY YEARIssued by _____
(NAME OF OFFICER, TITLE, ADDRESS)

RULES AND REGULATIONS

All the rules and regulations, which apply generally to contracts for furnishing gas or electricity for light, heat, and power, and all the company's rules and regulations in any way relating to service rendered, together with any particular regulations relating to a special contract for service rendered. The committee recommends that under this head extracts of the law be shown.

Date of issue _____
(MONTH DAY YEAR)Date effective _____
MONTH DAY YEARIssued by _____
(NAME OF OFFICER, TITLE, ADDRESS)

DEFINITIONS AND EXPLANATIONS OF REFERENCE MARKS

Date of issue _____
(MONTH DAY YEAR)

Date effective _____
MONTH DAY YEAR

Issued by _____
(NAME OF OFFICER, TITLE, ADDRESS)

APPENDIX C

Recommendations for Issuance and Filing of Schedules

The form of schedules which we have recommended is given in Appendix B. Our recommendations for the issuance and the filing of schedules with the Commission and the posting for public inspection are as follows:

a. That in the first instance the Commission have schedules prepared in blank form, furnishing to each corporation or municipality a necessary number of each of the sheets which collectively make schedules, as their necessities may require.

b. That the Commission, in transmitting to these corporations and municipalities, enclose herewith full instructions for the construction and order of arrangement and filing of completed schedules.

c. That the Commission in its instructions fix the time when such schedules are to take effect, also the time by which they must be filled in and returned to the Commission.

d. That the instructions so to be issued by the Commission include directions fully explaining the manner in which changes may be made in schedules. When such change is to be made, either by amending the schedule by the issuance of new sheets to take the place of effective sheets, or by the addition of new sheets or by the issuance of a new schedule which is to supersede the schedule on file and in effect. Also instructions relating to the course to be pursued in case of change of ownership or operation of any gas or electrical corporation or municipality.

e. In the form for schedules we have recommended that each sheet composing a complete schedule be issued as an original sheet to the particular schedule of which it is a part, and that each such sheet be consecutively numbered, commencing with number one for each schedule, and also that each sheet shall show the date of issue and effect. We further recommend that as occasion may arise requiring the rewriting of a sheet that this be done by showing on the top of the new sheet that it is "First Revised Sheet No. —" and that it cancels original sheet No. — of Schedule P. S. C.—2 N. Y.—No. —, and that at the bottom of sheets show the dates of issue and effect. For example: If original Sheet No. 2 of Tariff P. S. C.—2 N. Y.—No. 1, is rewritten, the new sheet to be issued as First Revised Sheet No. 2, Cancelling Original Sheet No. 2 of Schedule P. S. C.—2 N. Y.—No. 1. If a further revision of the same sheet is later required, then such sheet is to be issued as Second Revised Sheet No. 2, Cancelling First Revised Sheet No. 2 of Schedule P. S. C.—2 N. Y.—No. 1. In case a schedule required a sheet or sheets to be added, then such sheet or sheets to be issued bearing the same number as does the sheet or sheets which is or are to

precede such added sheet or sheets in the schedule with a letter affixed thereto. For instance, a new sheet added to follow Original Sheet No. 4 in Tariff P. S. C.—2 N. Y.—No. 1, would be issued as Original Sheet No. 4A to Tariff P. S. C.—2 N. Y.—No. 1. If two sheets, the second would be Original Sheet No. 4B to P. S. C.—2 N. Y.—No. 1, etc.

f. That corporations or municipalities, when transmitting for filing, copies or schedules or amendments thereto, also copies of contracts with railroad corporations or with other gas or electrical corporations or their list of unexpired contracts, shall accompany each such schedule, amendment, contract or list with a letter of transmittal of form to be provided by the Commission.

g. That if corporations or municipalities require an acknowledgment or receipt of any such schedule, contract or list transmitted for filing, duplicate letter of transmittal, together with postage sufficient to repay the mailing cost, or an addressed stamped envelope, be enclosed herewith.

h. That every corporation or municipality shall post in a conspicuous place in its main office, and in each of its branch offices, a notice to the effect that copies of the schedule of rates applying in the territory are on file and that they may be inspected by any one desiring so to do.

We recommend that the Commission, in providing for this notice, make it plain that it refers only to schedules of rates for general service, but is not to apply to contracts with railroad corporations and other gas or electrical corporations or to the list of special contracts the terms of which are not expired.

